PATH 2024 Report Documentation

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Document Maintainers: Tachica Murray, James Buckley
Trigger: Applications > CaseWorthy > PATH - General Help / Guide

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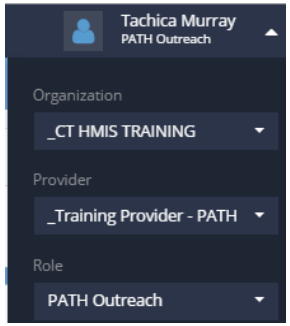
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Overview

The purpose of this article is to help users understand how each section of the **PATH 2024 Report** is populated with HMIS data.

Before You Begin

1. Please ensure you are using the **PATH Outreach *Role*** found under your name. (Top right corner). 

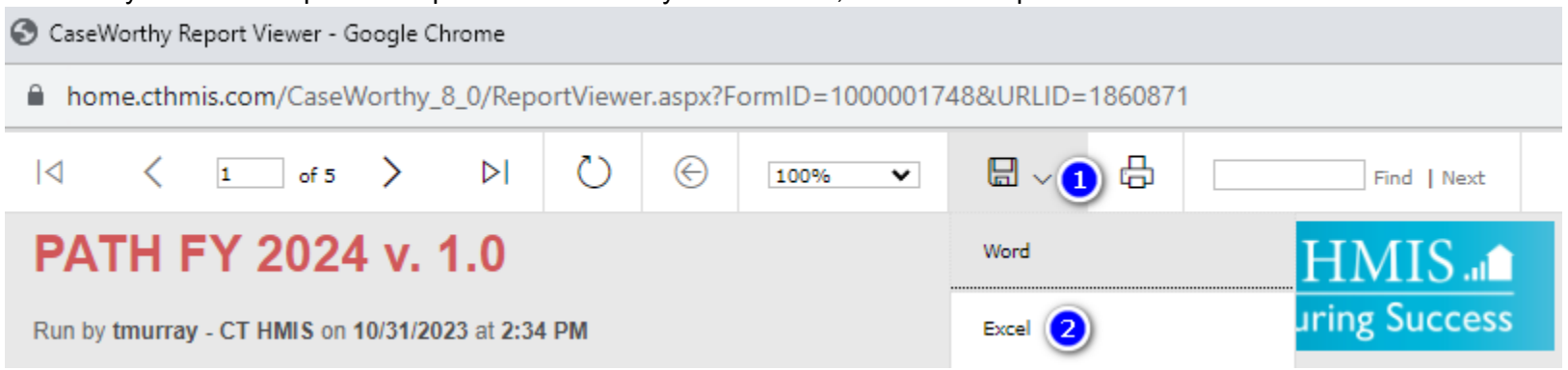


2. Your **Provider** should be the name of the ***Provider*** you wish to enter data/run the report for (Top right corner).
3. Click on **Administration** at the top left of the screen.
    a. ADMINISTRATION
4. Click on the reporting icon on the left side menu and the select Compliance Reports
    a. 

5. Select the **PATH FY 2024 v. 1.0** Report.
6. Enter the report parameters on the setup form and click **Report** in the bottom right.
7. Use the Export PATH CSV option to create an export that you can use to upload in PDX.



0. If you wish to export the report to Excel or any other format, follow the steps below:



Instructions

Below is a copy of the **PATH 2024 Report** with highlighted guidance on where the data is coming from. We've also included the criteria required for a client to be counted in the 3 categories listed below as well as how a Contact **(Current Living Situation)** is created in HMIS.

- Each question in the report has specific requirements, not all questions have the same requirements **(Active, New/Active Clients & Active/Enrolled Clients):**
    - **Active Clients** = *Contact* occurs during p. enrollment & reporting period.
        - *Date of Engagement* or
        - *Date of PATH status determination* or
        - *PATH Service*
            - These are only used if there is not already a contact on those dates.
    - **New/Active Clients** = Project start date during the reporting period
    - **Active/Enrolled Clients** = Active & Client became enrolled in PATH is YES & Date of status determination is during p. enrollment/prior to report end date.
- **Contacts** - Created using the **Current Living Situation** form found in ***Case Management>Current Living Situation>Add New***
    - **Clients will NOT show up in Q8 - Q14 if there is no *Current Living Situation* in HMIS for them!**

All street outreach projects are expected to record every contact made with each client, including when the Project Start Date or Date of Engagement is recorded on the same day. There may or may not be a contact made at project exit. ~ Per the HMIS Data Standards Manual. https://files.hudexchange.info/resources/documents/HMIS-Data-Standards-Manual-2024.pdf

PATH FY 2024 v. 1.0

CT HMIS Measuring Success

Run by **tmurray - CT HMIS** on **10/31/2023** at **2:27 PM**

Report Period :	10/1/2023 to 10/31/2023	Program :	Select All
Organization(s) :	CT HMIS		

Report Table For Q8-Q16

Question No	Question	Answer
8	**Number of persons contacted by PATH-funded staff this reporting period** ***LOGIC:*** **ACTIVE (has an enrollment AND a Contact/Current Living Situation *OR* Date of Engagement *OR* PATH Status Determination where client became enrolled in PATH is YES *OR* PATH Funded Service)**	0
9	**Number of new persons contacted this reporting period in a PATH Street Outreach project** ***LOGIC:*** **New/Active Clients enrolled in Project Type 4 – PATH Street Outreach. Project Start date must be >= Report Start Date AND <= Report End Date**	0
10	**Number of new persons contacted this reporting period in a PATH Services Only project** ***LOGIC:*** **New/Active Clients enrolled in Project Type 6 – PATH Services Only. Project Start date must be >= Report Start Date AND <= Report End Date**	0
11	**Total number of new persons contacted this reporting period (#9 + #10 = total new clients contacted)** ***LOGIC:*** **New/Active total clients from Q9 & Q10**	0
12a	**Instances of contact this reporting period prior to date of enrollment** ***Count the number of contacts between [report start date] and [report end date].*** ***LOGIC:*** **Active/Enrolled*** a. Start with the universe of active clients. **b. Only clients with [PATH status – date of status determination] dated during the reporting period where [client became enrolled in PATH] equals 1-YES.** ***Note that this may result in more than one project stay for some clients who were present at a project more than once in the report date range.*** ***c.*** **Using data from all those project stays, count the total number of contacts that occurred >= [project start date] and <= [date of enrollment].** **d. A person may have more than one contact on a given date and each contact should be included in the count.** **e. Use any of the records in Determining Which Clients to include – 1. Active as a "contact" with the client. This includes a normal [contact] (4.12) record as well as other date fields described in that section.**	0
12b	**Total instances of contact during the reporting period.** ***LOGIC***: **Count the number of contacts between [report start date] and [report end date].**	0
13a	**Number of new persons contacted this reporting period who could not be enrolled because of ineligibility for PATH** ***LOGIC:*** **New/Active** and **Date of PATH Status Determination** is dated during the reporting period and **Client became enrolled in PATH** is **NO & Reason not enrolled = Ineligible.**	0

13b	**Number of new persons contacted this reporting period who could not be enrolled because provider was unable to locate the client** ***LOGIC:*** **New/Active** and **Date of PATH Status Determination** is dated during the reporting period and **Client became enrolled in PATH** is **NO & Reason not enrolled = unable to locate the client.**	0
14	**Number of new persons contacted this reporting period who became enrolled in PATH** ***LOGIC:*** New/Active & Date of PATH Status Determination is dated during the reporting period and Client became enrolled in PATH is "YES" and Contacted = YES (has Current Living Situation)	0
15	**Number with active, enrolled PATH status at any point during the date range** ***LOGIC:*** **Active/Enrolled & Date of status determination** is dated during the reporting period **and Client became enrolled in PATH** is **"YES".**	0
16	**Number of active, enrolled PATH clients receiving community mental health services through any funding source at any point during the reporting period** ***LOGIC:*** **Active/Enrolled and Has a Community Mental Health PATH Funded service <= the report end date OR a Community Mental Health PATH Referral where the Outcome is Attained AND date of referral is <= report end date**	0

Demographics Subreport

Report Table For Q17 (Services Provided)

LOGIC: **Active/Enrolled Clients** with at least one **PATH Funded Service.**
Client Service Mapping to Report documentation available here

Sub Item	Question	Number of people receiving service
a	Reengagement	0
b	Screening	0
c	Clinical Assessment	0
d	Habilitation/rehabilitation	0
e	Community Mental Health	0
f	Substance Abuse treatment	0
g	Case Management	0
h	Residential supportive services	0

i	Housing minor renovation	0
j	Housing moving assistance	0
k	Housing eligibility determination	0
l	Security deposits	0
m	One-time rent for eviction prevention	0

Services Provided Subreport

Report Table For Q18 (Referrals Provided)

NOTE: Individuals who received more than one type of referral (e.g. employment assistance and community mental health) should be reported once in all categories that apply. Individuals who received a referral multiple times should only be counted one time for that type of referral. Each row is an unduplicated count of people who attained each referral. # Attained should be less than or equal to the count in # Receiving Each Referral.

Sub Item	Question	Number receiving each referral **LOGIC**: Active/Enrolled Clients with at least 1 PATH Referral in the report period.	Number who attained the service from the referral **LOGIC**: Active/Enrolled Clients with at least 1 PATH Referral in the report period where the **Referral Outcome=Attained**
a	Community mental health	0	0
b	Substance use treatment	0	0
c	Primary health/dental care	0	0
d	Job Training	0	0
e	Educational Services	0	0
f	Housing Services	0	0
g	Temporary housing	0	0
h	Permanent housing	0	0
i	Income assistance	0	0
j	Employment assistance	0	0
k	Medical Insurance	0	0

Referrals Provided Subreport

Report Table For Q19 - Q26 (Outcomes)

LOGIC: **An unduplicated count of active/enrolled clients at project start and at exit (leavers) or at report end (stayers).**

Question No	Question	At PATH project entry	At PATH project exit Leavers	At report end date Stayers
19	**Income from any source** **LOGIC**: Active/Enrolled client and has **HUD Financial Income** assessments during reporting period			
	Yes	0	0	0
	No	0	0	0
	Client doesn't know	0	0	0
	Client prefers not to answer	0	0	0
	Data not collected	0	0	0
	Total	**0**	**0**	
20	**SSI/SSDI** **LOGIC**: Active/Enrolled client and has **HUD Financial Income** assessments during reporting period with **SSI or SSDI** as the **Income Type/Source**			
	Yes	0	0	0
	No	0	0	0
21	**Non-cash benefits from any source** **LOGIC**: Active/Enrolled client who have a **HUD Program** assessment with an answer to the "**Non-Cash Benefit**" question			
	Yes	0	0	0
	No	0	0	0
	Client doesn't know	0	0	0
	Client prefers not to answer	0	0	0
	Data not collected	0	0	0
	Total	**0**	**0**	

22	**Covered by health insurance** **LOGIC**: Active/Enrolled client who have a **HUD Program** assessment with an answer to the "**Covered by Health Insurance**" question			
	Yes	0	0	0
	No	0	0	0
	Client doesn't know	0	0	0
	Client prefers not to answer	0	0	0
	Data not collected	0	0	0
	Total	**0**		**0**
23	**Medicaid/Medicare** ***LOGIC:*** Active/Enrolled clients who have a **HUD Health Insurance** Assessment with an answer to the **Insurance Type, Medicaid or Medicare.**			
	Yes	0	0	0
	No	0	0	0
24	**All other health insurance** ***LOGIC:*** Active/Enrolled clients who have a **HUD Health Insurance** assessment with an answer to an **Insurance Type other than Medicaid or Medicare**.			
	Yes	0	0	0
	No	0	0	0

Outcomes Subreport

Report Table For Q25 (Housing Outcomes)

Destination at Exit **Universe: Leavers (Clients that Exited the Project during the reporting period).**	**Count**
Homeless Situations (100-199)	
Place not meant for habitation (e.g., a vehicle, an abandoned building, bus/train/subway station/airport or anywhere outside)	0
Emergency shelter, including hotel or motel paid for with emergency shelter voucher, Host Home Shelter	0
Safe Haven	0

Subtotal	**0**
Institutional Situation (200-299)	
Foster care home or foster care group home	0
Hospital or other residential non-psychiatric medical facility	0
Jail, prison, or juvenile detention facility	0
Long-term care facility or nursing home	0
Psychiatric hospital or other psychiatric facility	0
Substance abuse treatment facility or detox center	0
Subtotal	**0**
Temporary Destinations (300-399)	
Transitional housing for homeless persons (including homeless youth)	0
Residential project or halfway house with no homeless criteria	0
Hotel or motel paid for without emergency shelter voucher	0
Host Home (non-crisis)	0
Staying or living with family, temporary tenure (e.g., room, apartment, or house)	0
Staying or living with friends, temporary tenure (e.g., room, apartment, or house)	0
Moved from one HOPWA funded project to HOPWA TH	0
Subtotal	**0**
Permanent Housing Situations (400-499)	
Staying or living with family, permanent tenure	0
Staying or living with friends, permanent tenure	0
Moved from one HOPWA funded project to HOPWA PH	0
Rental by client, no ongoing housing subsidy	0
Rental by client, with ongoing housing subsidy	0

Owned by client, with ongoing housing subsidy	0
Owned by client, no ongoing housing subsidy	0
Subtotal	**0**
Other (1-99)	
No exit interview completed	0
Other	0
Deceased	0
Client doesn't know	0
Client prefers not to answer	0
Data not collected	0
Subtotal	**0**
PATH-enrolled clients still active as of report end date (stayers) **LOGIC:** Total number of stayers in the universe of clients.	0
Total - LOGIC: *The total number of leavers + stayers in the universe of clients*	**0**

Report Table For Q26 (Demographics)

LOGIC: *An unduplicated count of active/enrolled clients (Q15)*

Gender	Answer
Woman (Girl, if child)	0
Man (Boy, if child)	0
Culturally Specific Identity (e.g., Two-Spirit)	0
Transgender	0
Non-Binary	0
Questioning	0
Different Identity	0
Client doesn't know	0

	Client prefers not to answer	0
	Data not collected	0
	Total	**0**
Age		
	17 and under	0
	18 - 24	0
	25 - 34	0
	35 - 44	0
	45 - 54	0
	55 - 64	0
	65 and over	0
	Client doesn't know	0
	Client prefers not to answer	0
	Data not collected	0
	Total	**0**
Race and Ethnicity	**LOGIC**: An individual with multiple races identified should be counted in all applicable categories.	
	American Indian, Alaska Native, or Indigenous	0
	Asian or Asian American	0
	Black, African American, or African	0
	Hispanic/Latina/e/o	0
	Middle Eastern or North African	0
	Native Hawaiian or Pacific Islander	0
	White	0

	Client Doesn't know	0
	Client prefers not to answer	0
	Data not collected	0
	Total	**0**
Veteran Status		
	Veteran	0
	Non-Veteran	0
	Client doesn't know	0
	Client prefers not to answer	0
	Data Not Collected	0
	Total	**0**
Co-Occurring disorder ***LOGIC:*** An unduplicated count of Active/Enrolled clients (Q15). HUD Program assessment has YES for Substance Abuse Problem and Expected to be of indefinite duration AND a YES answer to another Disabling Condition.		
	Co-occurring substance use disorder	0
	No co-occurring substance use disorder	0
	Unknown	0
	Total	**0**
SOAR Connection	***LOGIC:*** An unduplicated count of Active/Enrolled clients (Q15) and HUD Program assessment has answer to Connection with SOAR data element.	
	Yes	0
	No	0
	Client doesn't know	0
	Client prefers not to answer	0
	Data not collected	0
	Total	**0**

Prior Living Situation

LOGIC: An unduplicated count of Active/Enrolled clients (Q15) and HUD Universal assessment has answers to the Living Situation data elements.

Homeless Situations (100-199)	
Place not meant for habitation (e.g., a vehicle, an abandoned building, a bus/train/subway station, airport, or anywhere outside)	0
Emergency shelter, including hotel or motel paid for with emergency shelter voucher, or RHY-funded Host Home Shelter	0
Safe Haven	0
Institutional Situation (200-299)	
Foster care home or foster care group home	0
Hospital or other residential non-psychiatric medical facility	0
Jail, prison, or juvenile detention facility	0
Long-term care facility or nursing home	0
Psychiatric hospital or other psychiatric facility	0
Substance abuse treatment facility or detox center	0
Transitional Housing Situation (300-399)	
Transitional housing for homeless persons (including homeless youth)	0
Residential project or halfway house with no homeless criteria	0
Hotel or motel paid for without emergency shelter voucher	0
Host Home (non-crisis)	0
Staying or living in a friend’s room, apartment, or house	0
Staying or living in a family member’s room, apartment, or house	0
Permanent Housing Situation (300-399)	
Rental by client, no ongoing housing subsidy	0
Rental by client with other ongoing housing subsidy	0

Owned by client, with ongoing housing subsidy	0
Owned by client, no ongoing housing subsidy	0
Other (1-99)	
Client doesn't know	0
Client prefers not to answer	0
Data not collected	0
Total	**0**

Length of stay in prior living situation (Emergency shelter or Place not meant for habitation only)
LOGIC: Filter for clients with [Prior Residence] = ES or Place not meant for habitations, then count clients according to [length of stay in Prior Residence].

One night or less	0
Two to six nights	0
One week or more, but less than one month	0
One month or more, but less than 90 days	0
90 days or more, but less than one year	0
One year or longer	0
Client doesn't know	0
Client prefers not to answer	0
Data not collected	0
Total	**0**

Chronically Homeless (at Entry)

Yes = ***count of clients where [chronically homeless at project start] is true.***	0
No ***= count of clients where [chronically homeless at project start] is false. This DOES NOT include clients with missing data required for the calculation.***	0
Unknown ***= count of clients where [chronically homeless at project start] cannot be determined because some data is missing. This cell will include any clients for whom "CH at***	0

	project start" cannot be determined as "Yes" or "No" per the guidance in the HMIS Reporting Glossary.	
	Total	**0**

Domestic Violence History (adults only)		
	Yes **= *count of clients where [domestic violence at project start] is true.***	0
	No **= *count of clients where [domestic violence at project start] is false.***	0
	Client doesn't know = ***count of clients where [domestic violence at project start] is Client doesn't know.***	0
	Client prefers not to answer = ***count of clients where [domestic violence at project start] is Client prefers not to answer.***	0
	Data Not Collected = ***count of clients where [domestic violence at project start] is missing/not collected.***	0
	Total	**0**

Report Options	
Date of PATH	10/01/2023 to 10/31/2023
Programs Selected	
Organizations Selected	CT HMIS

Determining Which Clients to Include

(from the HMIS Programming Specifications for the PATH Annual Report)
Unless otherwise specified, "all person counts" are the unduplicated count of clients within each row of a particular question. This report utilizes the HMIS Standard Reporting Terminology Glossary along with PATH-specific logic to define the universe of clients to be included in each report question. **There are three universes used in the report*: Active, New/Active, and Active/Enrolled***. Each universe is defined here; each question refers to one of the three universes.

Unless otherwise specified, use data from each client's latest project stay (the stay with the latest [project start date]) during the reporting date range. Apply the logic below to this project stay to further determine the relevant clients.

1. **Active:** This Report uses Active Client - Method 2 (Active Clients by Date of Service) from the HMIS Reporting Glossary to determine which clients to include in the reporting universe. These criteria apply to all of the dates for the purposes of determining an active client. The table below lists the date fields to use.
   [date] >= [report start date]
   And [date] <= [report end date]
   And [date] >= [project start date]
   And ([date] <= [project exit date] or [project exit date] is null)

Where [date] is any of the following:

Field	Data Standards	Additional qualifications
[contact]	4.12	Requires that [contact] is identifying contacts with the client, not a case worker or housing specialist. If an HMIS is designed to capture other types of contacts, only count contacts with the client.
[date of engagement]	4.13	Where there is not a contact on the [date of engagement] count the date of engagement as a contact.
[PATH status - date of status determination]	P3	Use this date if there is not already a [contact] on the date and [client became enrolled in PATH] = 1 (“yes”).
[services provided – PATH funded]	P1	Use this date if there is not already a [contact] on the date.

2. **New/Active:** New/Active clients are those identified in the Active universe but only those with [project start date] (3.10) during the reporting period should be included. Clients should be counted regardless of PATH enrollment.
   (“Active” as defined in #1)
   And [project start date] >= [report start date]
   And [project start date] <= [report end date]
3. **Active/Enrolled:** Active/Enrolled clients are those identified in the Active universe but only those with a [PATH status] (P3) of “enrolled” (1) prior to or on the end of the reporting period.
   (“Active” as defined in #1)
   And [PATH status - client became enrolled in PATH] = 1
   And [PATH status - date of status determination] <= [report end date]
   And [PATH status - date of status determination] >= [project start date]
   And ([PATH status - date of status determination] <= [project exit date] or [project exit date] is null)